

# NGFTS

National Guard Full-Time Support



## HUMAN RESOURCES INFORMATION LETTER



Oklahoma National Guard Human Resources Office

Joint Force Headquarters, Oklahoma National Guard  
Oklahoma City, Oklahoma 73111-4398

No. 11-02  
Date: 31 August 2011

## Request for Personnel Actions

**Subject:** The Defense Civilian Personnel Data System

**References:**

NGB HR Systems Newsletter, volume 2,  
issue 11 dated November 2010

DCPDS Guide for Supervisors and Managers  
with My Workplace dated 10 June 2011

**Eligibility:** Current Air National Guard (NG) Technicians

**Effective Date:** 1 October 2011

**Use:** All Request for Personnel Actions (RPA) will be submitted electronically through the Defense Civilian Personnel Data System (DCPDS). The Human Resources Office will not accept any paper copy request of personnel actions after 1 October 2011.

**Your point of contact is MSgt Kala Dyer at (405) 228-5537.**

SHIRLEY M KYLES  
LtCol, OKANG  
Acting Director of Personnel/J1